# SUBCONTRACTOR INVOICE

## SUBCONTRACTOR

Business name _____

Address _____

Phone / email _____

License no. _____

## INVOICE DETAILS

Invoice no. _____

Invoice date _____

Payment terms _____

Due date _____

Billing period _____

Pay application no. _____

## BILL TO (GENERAL CONTRACTOR)

Company _____

Attention _____ Email _____

Address _____

## PROJECT

Project _____

Project address _____

Subcontract no. _____ PO no. _____

Lien waiver _____

## WORK COMPLETED TO DATE

| Item | Details | Qty | Unit | Rate | Amount |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

**Work to date subtotal**

## APPROVED CHANGE ORDERS

| Item | Details | Qty | Unit | Rate | Amount |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |

**Change orders subtotal**

## HOW TO PAY

Accepted methods _____

Account name _____

Bank details _____

Payment reference _____

| | |
|---|---|
| Subtotal | |
| Retainage withheld (_____%) | |
| **Total less retainage** | |
| Less: previous billings | |
| **Amount due** | |

## BILLING NOTES

_____

_____

*Please quote the subcontract and pay application numbers with your payment.*